

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

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**Region II Housing Authority Plans**

5 Year Plan for Fiscal Years 2000 - 2004  
Annual Plan for Fiscal Year 2000

Final Submission

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**Final Submission**  
**PHA Plan**  
**Agency Identification**

**PHA Name:** New Mexico Region II Housing Authority

**PHA Number:** NM076

**PHA Fiscal Year Beginning:** 07/2000

**Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)**

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

**Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☒ Main administrative office of the County government of Los Alamos
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA at 220 Bernalillio, Las Vegas, NM
- ☐ PHA development management offices
- ☐ Other (list below)

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**  
[24 CFR Part 903.5]

**A. Mission**

The mission of the Region II Housing Authority is to promote adequate and affordable housing, economic opportunity, and a suitable living environment free from discrimination for residents of the counties of San Miguel, Mora, Taos, Colfax, Rio Arriba, Santa Fe, and Los Alamos.

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development.
- ☒ The PHA's mission is: See mission statement above.

**B. Goals**

Construct in the City of Las Vegas 60 low and moderate income rental units that will also serve the elderly and set aside a minimum of 30 units to meet the needs of mentally disabled residents.

Initiate a Self-Help program and construct a minimum of 20 single family homes in the year 2001 and 2002. Construct an additional 30 units in the years 2003 to 2004.

The HA will initiate efforts to acquire Section 8 vouchers to assist residents of Las Alamos that were victims of the Cerro Grande fire. A minimum of 50 vouchers will be requested.

The HA will initiate a Family Self-Sufficiency Program to assist voucher families in Los Alamos with housing and other needs. Funding for FSS will be applied for in each of the five-years and a minimum of 15 families will be assisted each of the years.

Property will be identified for the construction of low and moderate income rental units in Los Alamos and the HA will utilize its bonding capacity to finance the construction of 60 units.

**HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

- ☒ PHA Goal: Expand the supply of assisted housing  
Objectives:
- ☒ Apply for additional rental vouchers: The vouchers applied for will be to assist Los Alamos County residents with rental assistance due to the recent disaster and forest fire. The number of Section 8 vouchers will be fifty (50).

- ☐ Reduce public housing vacancies:
- ☒ Leverage private or other public funds to create additional housing opportunities: Region II Housing will complete the construction of 60 rental units in Las Vegas for low and moderate income residents and residents with mental retardation. The financing will be through a Low Income Tax Credit allocation from the State Mortgage Finance Authority for \$4.5 million. Construction will take place in the year 2000 and 2001. The HA will also apply in 2002 for Tax Credits for the construction of 150 units in three of the service area counties - Mora, Colfax, and Rio Arriba. The construction to take place in the years 2002 - 5.
- ☒ Acquire or build units or developments: The Region II HA will utilize its bonding authority to purchase or acquire the land and build a minimum of 100 new units in the years 2003-5.
- ☒ Other (list below): The HA will initiate the necessary planning in the year 2000-1 to develop a "self help" approach to the construction of single family housing. In the years 2002-5 it is anticipated that a minimum of 60 homes will be built throughout the seven-county Region II area.

The Region II staff will work closely with Los Alamos County and City governing officials and the Congressional delegation to identify land that can be made available by the Federal Government or the County of Los Alamos for affordable and low-income housing. Upon the location of land the HA will initiate the bonding activity necessary to build a minimum of 100 units by the year 2005.

- ☒ PHA Goal: Improve the quality of assisted housing  
Objectives:
  - ☐ Improve public housing management: (PHAS score)
  - ☒ Improve voucher management: (SEMAP score) The management system for voucher control will be evaluated and updated to adequately provide for data created by the addition of 50 new vouchers for the County of Los Alamos. Files for present Section 8 Voucher recipients will be updated and files will be created for additional voucher recipients. This activity will take place in the first two years of the five-year plan.
  - ☒ Increase customer satisfaction: An ongoing Family Self Sufficiency Program (FSS) will be implemented in the year 2000-1 and it will be continued throughout the five-year planning period. The client participant objectives for FSS will be 15 for each of the five years. Counseling, job

training, and job placement, as well as homeownership training, will be available to those Section 8 Voucher recipients that are interested.

☒ Concentrate on efforts to improve specific management functions: The FSS Coordinator and HA administrative staff will conduct regular visits to Los Alamos County to inspect and monitor Section 8 vouchers. Inspection of units will be a regular activity.

☐ Renovate or modernize public housing units:  
☐ Demolish or dispose of obsolete public housing:  
☐ Provide replacement public housing:  
☐ Provide replacement vouchers:

☒ Other: (list below) Public relation and information effort will be instituted to inform agencies and private enterprise about the benefits of the Section 8 Program. This effort will be on-going during the five year plan. Close coordination with the County and City of Los Alamos, the Chamber of Commerce, community social clubs, churches, and FEMA will be established. Public and private media will be utilized to inform the public of the efforts and purpose of the Region II Housing Authority.

☒ PHA Goal: Increase assisted housing choices

Objectives:

☒ Provide voucher mobility counseling: All Section 8 Voucher recipients will be counseled on the regulations governing mobility of vouchers. The counseling will be done individually and in groups, and will be an on-going activity of the FSS Program.

☒ Conduct outreach efforts to potential voucher landlords: Efforts will be made in the Los Alamos County area to reach all landlords to inform them about the Section 8 Voucher Program, how it is managed, and the benefits that are derived by landlords and voucher recipients. Radio, newsprint, and fliers will be used in the promotion effort.

☒ Increase voucher payment standards: Assessment of the voucher payment standards of the HA will be made in the year 2000-1. A more advanced system of accountability will be established for Section 8 Vouchers to improve tracking, payment, transfer, client record, and FSS training and information for all the years of the five-year plan. This accounting system will include a more expeditious payment of vouchers on a timely basis which will be advantages for clients and landlords.

☐ Implement voucher homeownership program:

- ☐ Implement public housing or other homeownership programs:
- ☐ Implement public housing site-based waiting lists:
- ☐ Convert public housing to vouchers:

☒ Other: Section 8 clients will be counseled on the potential for upgrades in housing that may be available. In order to upgrade the housing of clients efforts will be made through the FSS Program to counsel on the potential for employment thus improving the housing capacity of individuals.

### **HUD Strategic Goal: Improve community quality of life and economic vitality**

- ☒ PHA Goal: Provide an improved living environment  
Objectives:
  - ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
  - ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  - ☐ Implement public housing security improvements:
- ☒ Designate developments or buildings for particular resident groups (elderly, persons with disabilities): In the year 2001-2 rental units will be constructed in Las Vegas through a Low-Income Tax Credit Program. As many as 30 units will be available to local residents with mental or physical disabilities. These units as well as the remaining 30 will be available also to the elderly. In the following years of the five-year plan additional resources will be identified to expand the capability of the FSS Program to provide services to these clients. Close coordination during the five years will be established with the New Mexico Medical Center in Las Vegas.
- ☒ Other: (list below) An improved living environment in the HA service area will be provided through the increase of housing units throughout the Region II HA area. Technical assistance will be provided to interested residents on the self-help approach to housing. Region II will also work with local governments, Siete del Norte Incorporated, and in particular, with the Jicarita Enterprise Zone in an effort to stimulate the economy to improve the employment potential of housing clients in the district.

### **HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

☒ PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

☒ Increase the number and percentage of employed persons in assisted families: The FSS Program will be implemented in Los Alamos County to assist Section 8 Voucher recipients in finding employment in the first year of the five-year plan. Efforts will continue the following years. In addition, throughout the Region II area, coordinated efforts will be made with local government and private non-profit entities to improve the employment potential of individuals through the establishment of business. Assessment of training needs will be done of voucher recipients in year-1, and in the following four years coordination with educational institutions will take place to meet the needs of Section 8 clients.

☒ Provide or attract supportive services to improve assistance and recipients' employability: The Region II HA will coordinate its efforts with the Highlands University TANIF Program to assist in client placement and employment. The university program is the responsible entity in locating employment for low and moderate income residents that are served by the HA. Rosario Trujillo, Counselor Psychologist, has pledged her support in the coordination effort between the two programs. Efforts in employment will also be coordinated with local New Mexico Employment Offices in the seven-county area. This effort will be on-going for the five years of the five-year plan.

☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities. In Las Vegas the construction of low income housing will be undertaken in the year 2001-2 that will house individuals with disabilities and some elderly. Although all the constructed units will not be for the disabled, as many as 50% of units will be set aside for the disabled. Needs assessment will be done for the disabled and elderly in coordination with the State Hospital in Las Vegas and the Senior Center in the year 2000-1. Placement in housing will take place in 2001-2. Follow-up FSS assistance will continue in the years 2002-5.

☐ Other: (list below)

### **HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:

- ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- ☐ Other: (list below)

**Other PHA Goals and Objectives: (list below)**

**Family Self Sufficiency**

Develop the Family Self Sufficiency (FSS) Program to assist families/persons in their housing goals, economic growth and education. Implementation will take place in the year 2000-1 with follow-up service and addition of clients taking place in the following four years.

New Mexico Region II Housing Authority was informed in March 2000 that HUD had approved our application for an FSS Coordinator for the Section 8 rental assistance program in Los Alamos County, New Mexico. New Mexico Region II Housing Authority worked very hard to develop the FSS Action Plan along with the application for FSS Coordinator dollars. The HUD approved action plan is the first step in the development of the FSS program. The increase in our ACC for an FSS Coordinator will ensure proper implementation of the FSS program and families will be afforded the opportunity to improve their housing and economic situations. The assistance of the FSS Program will be available during the five years of the HA five-year plan.

**Section 8 Voucher Program**

Continue to assist qualifying families/persons with their rental obligations, apply for additional Section 8 funding, and work directly with the FSS Program/coordinator. Concerted effort will be made to assist families affected by the Cerro Grande fire.



**Annual PHA Plan**  
**PHA Fiscal Year 2000**  
[24 CFR Part 903.7]

**I. Annual Plan Type:**

☐ **Standard Plan**

**Streamlined Plan:**

- ☐ **High Performing PHA**  
☐ **Small Agency (<250 Public Housing Units)**  
☒ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

**II. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

The Region II Housing Authority will concentrate its efforts in the following areas: Administration, Section 8 Tenant Based Assistance, Family Self-Sufficiency Program, Low-Income Tax Credit Program, and the planning for a Self-Help Housing Project, and locating land in Los Alamos for the construction of low and moderate income apartments. The administrative center is located in Las Vegas. The Section 8 Tenant Based Assistance is exclusively for residents of Los Alamos County as is the Family Self-Sufficiency Program. Special effort will be made to meet the needs of low income residents affected by the recent fire. The Low-Income Tax Credit Program is for the construction of 60 low and moderate income housing units in Las Vegas which will take place in the year 2001 and the first part of 2002. Region II will concentrate efforts in facilitating the financing of affordable housing developments within the area of jurisdiction.

**III. Annual Plan Table of Contents**

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<input type="checkbox"/> Admissions Policy for Deconcentration	
<input type="checkbox"/> FY 2000 Capital Fund Program Annual Statement	
<input type="checkbox"/> Most recent board-approved operating budget for Section 8 and FSS on Page 11.	

Optional Attachments:

- ☐ PHA Management Organizational Chart
- ☐ FY 2000 Capital Fund Program 5 Year Action Plan
- ☐ Public Housing Drug Elimination Program (PHDEP) Plan
- ☐ Comments of Resident Advisory Board or Boards - Comments entered here are from the public hearing held September 12 and 13<sup>th</sup>.
- ☐ Other

**Supporting Documents Available for Review**

The Annual and 5-Year Plan and all attachments are and have been during the public comment period on public display at the administrative office of the NM Region II Housing Authority in Las Vegas and the administrative office of Los Alamos County.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5-Year & Annual Plan
X	State/Local Government Certification of Consistency with the Consolidated Plan	5-Year & Annual Plan
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5-Year
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI) and any additional backup data to support statement of housing needs in the jurisdiction	5-Year & Annual Plan
N/A	Most recent board-approved operating budget for the public housing program	
N/A	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	
X	Section 8 Administrative Plan	Annual Plan
N/A	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	
N/A	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A & O Policy	
N/A	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan
N/A	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
N/A	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Administrative Plan
N/A	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	
N/A	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	
N/A	Approved or submitted applications for demolition and/or disposition of public housing	
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	
N/A	Approved or submitted public housing homeownership programs/plans	
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	
N/A	Any cooperative agreement between the PHA and the TANF agency	
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan:
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	
N/A	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Region II By-Laws Regional Housing Authority Charter Procurement Policies Board of Commissioners Section 8 Advisory Board Federal Register 24 CFR Part 903	5-Year & Annual Plan

### 1. Statement of Housing Needs

#### A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

The Region II Housing Authority has determined that the housing needs for low-income and very-low income families (including elderly families and families with disabilities) in the region and the HA waiting list are as follows.

Housing Needs of Families in the Jurisdiction By Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ability	Size	Loca-tion
Income <= 30% of AMI	12,253	3	1	1	2	N/A	Region II
Income >30% but <=50% of AMI	11,087	3	2	2	3	N/A	Region II
Income >50% but <80% of AMI	16,453	2	3	2	3	N/A	Region II
Elderly	6,231	5	1	2	2	N/A	Region II
Families with Disabilities	39,422	5	5	4	5	N/A	Region II
Race/Ethnicity -white	236,836	3	2	2	4	N/A	Region II
Race/Ethnicity -Hisp.	145,105	4	3	3	3	N/A	Region II
Race/Ethnicity -Black	9,567	4	3	3	3	N/A	Region II
Race/Ethnicity - Native American	8,762	3	3	3	3	N/A	Region II

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s  
Indicate year: 1997
- ☒ U.S. Census data of 1990 and the Comprehensive Housing Affordability Strategy ("CHAS")
- ☐ American Housing Survey data  
Indicate year:
- ☐ Other housing market study  
Indicate year: 1977
- ☒ Other sources: Section 8 Program statistics 1999-2000  
Federal Register - Fair Market Rents for Existing Housing  
Consolidated Plan Table 48-Region II  
Consolidated Plan Data Needed for Public Housing Authority Plans

#### B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one) <input checked="" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	118	100%	25%
Extremely low income <=30% AMI	12	10%	
Very low income (>30% but <=50% AMI)	16	13%	
Low income (>50% but <80% AMI)	17	14%	
Families with children	92	78%	
Elderly families	29	24%	
Families with Disabilities	21	17%	
White/hispanic	14	12%	
White/non-hispanic	102	86%	
Black	1	.008%	
American Native	1	.008%	
Characteristics by Bedroom Size (Public Housing Only)			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? One year. Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

The Region II Housing Board of Commissioners and staff will conduct an analysis of the housing needs of the seven-county area of jurisdiction. It will then assess the need in relation to the areas of concentration during the first year of the five-year plan which are:

1. Section 8 Rental Assistance for Los Alamos County. The Section 8 Coordinator will be responsible to conduct the analysis of rental voucher needs, and the FSS Coordinator will provide the counseling to families. Particular emphasis will be given to families affected by the recent fire in an effort to identify need and provide rental assistance.
2. Low-Income Tax Credit Project in Las Vegas. An application to the State Mortgage Finance Authority will be finalized in order to construct 60 low and moderate income rentals in Las Vegas. Construction was initially to have taken place in this first year but infrastructure capacity has become a problem delaying the project to year 2.
3. Self-Help Housing Program Planning and Application for the seven-county area.

#### **(1) Strategies**

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

1. In Section 8 Rental Assistance for Los Alamos County the HA will conduct an assessment of housing needs of Los Alamos residents particularly in light of the recent fire. An inventory of available housing will be made and a vigorous public relations campaign will be initiated to inform rental property owners about the Section 8 Program.
2. Begin and complete the process for approval of the MFA Tax Credit Project for the construction of 60 new low and moderate income housing units in the Las Vegas area in the year 2001.
3. Complete the planning and application process for a Self-Help Housing Program for the region.
4. Meet with Congressional Delegation and Los Alamos County and City officials to locate land for the construction of low and moderate income apartments.

- ☐ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☐ Reduce turnover time for vacated public housing units
- ☐ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☐ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☐ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

**Strategy 2: Increase the number of affordable housing units by:**

1. The HA will apply for additional Section 8 units due to the fire in Los Alamos County and apply for Section 8 vouchers for utilization in the region.
2. The HA will implement the Low-Income Tax Credit Project in Las Vegas which will result in an increase of units in the second year of the five-year plan (2001).

3. The HA will complete the planning and application for the Self-Help Housing Program which will result in an increase of housing units in the second year of the five-year plan (2001).
4. The HA will undertake housing projects within the region utilizing its bonding authority.

- ☒ Apply for additional section 8 units should they become available
- ☐ Leverage affordable housing resources in the community through the creation of mixed - finance housing.
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☒ Other: (list below) The HA will apply to the New Mexico MFA for Home funds.

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

The Region II HA will target families at or below 30% of AMI, the elderly, and disabled as a first priority in all of the areas of concentration in the first year of the five-year plan. The areas of concentration as mentioned previously for section 8 is Los Alamos County, Low Income Tax Credit Project in Las Vegas, and the Self-Help Housing planning for the district.

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Complete assessment will be made of those on applicant lists for the housing areas of concentration and selection will be made based on income and housing need. In year 1 this activity will be concentrated primarily in the Section 8 Program in Los Alamos county since the other areas of housing concentration by the HA will not result in unit availability until year 2.

- ☐ Employ admissions preferences aimed at families who are working
- ☐ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Priority will be given to the elder based on income in all areas of program concentration by the HA. In particular priority will be given to the elderly with the new vouchers allocated as a result of the Cerro Grande fire.

- ☐ Seek designation of public housing for the elderly
- ☒ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Families with disabilities will be targeted and will be given priority by the HA in all areas of program concentration as mentioned above. In particular, in the Low IncomeTax Credit Program for Las Vegas 50% of the sixty units will be set aside for disabled population. These units will become available in year 3 of the five-year plan.



- ☐ Seek designation of public housing for families with disabilities
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs.**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

- ☐ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Public Relations efforts in housing will be initiated throughout the HA area of service. This effort will be oriented to inform families as well as the general public of HA programs. Advisory councils will be utilized to further the public relations effort with public officials and private agencies particularly targeted. In Los Alamos this effort will be oriented to the owners of housing units. Regular correspondence for participating homeowners will be initiated that will inform and educate families as to the purpose and objectives of the Section 8 Program. The media of radio, tv, and news print will be used.

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☐ Limited availability of sites for assisted housing
- ☒ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☐ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☐ Results of consultation with advocacy groups
- ☐ Other: (list below)

Los Alamos County is one of the more affluent counties in the state with high employment and good salaries. Unfortunately for those of low and moderate income there is little housing, and as a result, rents are extremely high. This creates the necessity of providing rental subsidies through section 8 for those that cannot afford the rent. This need has been compounded by the recent fire leading to the request for additional Section 8 vouchers.

The rural nature of the service area in Northern New Mexico was of major influence in the selection of the Self-Help Housing priority. There is availability of land but lack of financing and technical assistance in the area. In addition there is lack of jobs creating some of the highest unemployment in the state.

The Low Income Tax Credit strategy has been developed to maximize the availability of private capital in the development of housing. As a sub-strategy this project is designed to meet some very serious needs for housing for the mentally disabled.

## **2. Statement of Financial Resources**

The financial resources available for the support of the Section 8 and the FSS Programs are listed in the Financial Resources form below. These Federal assistance funds for the tenant-based assistance program and the FSS is equal to 100% of the subsidy. Other state and foundation funding will be sought. In addition the HA will utilize its bonding authority to initiate affordable housing within the region. It will also seek funding from the New Mexico MFA for Tax Credit and Home Projects. A Federal Home Loan Grant application will be submitted for rental assistance for those families locating in the Tax Credit project apartments.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Operating Funds		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$339,693	Rental Assistance
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
Family Self Sufficiency Grant		
Estimated Hard-to-house Fee		
Provision for project account		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>		
<b>4. Other income (list below)</b>		
<b>4. Non-federal sources (list below)</b>		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Total resources	\$339,693	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

#### **A. Public Housing**

**Not Applicable. No public housing administered.**

#### **(1) Eligibility**

- a. When does the PHA verify eligibility for admission to public housing? (select all that apply)
- ☐ When families are within a certain number of being offered a unit: (state number)
- ☐ When families are within a certain time of being offered a unit: (state time)
- ☐ Other: (describe) Pre-screening all applicants prior to unit availability, (committee, letter, appeal, final)
- b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?
- ☐ Criminal or Drug-related activity
- ☐ Rental history
- ☐ Housekeeping
- ☐ Other (describe)
- c. ☐ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. ☐ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. ☐ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

#### **(2)Waiting List Organization**

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)
- ☐ Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☐ Other (describe) Federal Preference
- b. Where may interested persons apply for admission to public housing?
- ☐ PHA main administrative office
- ☐ PHA development site management office
- ☐ Other (list below)
- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?
3. ☐ Yes ☐ No: May families be on more than one list simultaneously  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- ☐ PHA main administrative office
  - ☐ All PHA development management offices
  - ☐ Management offices at developments with site-based waiting lists
  - ☐ At the development to which they would like to apply
  - ☐ Other (list below)

**(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☐ One
- ☐ Two
- ☐ Three or More

b. ☐ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA.

**(4) Admissions Preferences**

a. Income targeting:

☐ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☐ Emergencies
- ☐ Overhoused
- ☐ Underhoused
- ☐ Medical justification
- ☐ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- ☐ Other: (list below)

c. Preferences

1. ☐ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing

- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

#### **(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☐ The PHA-resident lease
- ☐ The PHA's Admissions and (Continued) Occupancy policy
- ☐ PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☐ At an annual reexamination and lease renewal
- ☐ Any time family composition changes
- ☐ At family request for revision
- ☐ Other (list)

**(6) Deconcentration and Income Mixing**

a. ☐ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site-based waiting lists  
If selected, list targeted developments below:
- ☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:
- ☐ Employing new admission preferences at targeted developments  
If selected, list targeted developments below:
- ☐ Other (list policies and developments targeted below)

d. ☐ Yes ☐ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below: Need more applicants at a higher income rate and decrease the vacancy rate.

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

**B. Section 8**

The HA has previously submitted the Section 8 Administrative Plan to the U.S. Department of Housing and Urban Development. The Administrative Plan includes eligibility, selection, admissions, and

occupancy policy. HUD has previously approved these plans and they are current and comply with the new law and regulations. These are reviewed on a regular basis to monitor compliance.

**(1) Eligibility**

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- ☐ Criminal or drug-related activity only to the extent required by law or regulation
- ☐ Criminal and drug-related activity, more extensively than required by law or regulation
- ☐ More general screening than criminal and drug-related activity (list factors below)
- ☒ Other (list below) The burden of screening is primarily the responsibility of the landlord.
- b. ☐ Yes ☒ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☐ Criminal or drug-related activity
- ☐ Other (describe below)

**(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- ☒ None
- ☐ Federal public housing
- ☐ Federal moderate rehabilitation
- ☐ Federal project-based certificate program
- ☐ Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- ☒ PHA main administrative office
- ☒ Other (list below) In Los Alamos at the Region II satellite office.

**(3) Search Time**

- a. ☐ Yes ☒ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

**(4) Admissions Preferences**

- a. Income targeting
- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?
- b. Preferences
1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year?  
(select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected?  
(select one)

- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique



5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- ☒ This preference has previously been reviewed and approved by HUD  
☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers  
☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Special Purpose Section 8 Assistance Programs**

A special allocation of Section 8 voucher assistance for Los Alamos families affected by the Cerro Grande fire will be applied for and allocated to survivors of the fire.

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan  
☒ Briefing sessions and written materials  
☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☒ Through published notices  
☒ Other (list below) Through the local Region II Satellite office in Los Alamos, and through the Los Alamos Municipal and County offices.

**4. PHA Rent Determination Policies**

**A. Public Housing**

Not applicable to Region II Housing

**(1) Income Based Rent Policies**

Describe the PHA’s income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- ☐ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☐ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA’s minimum rent? (select one)

- ☐ \$0  
☐ \$1-\$25  
☐ \$26-\$50

2. ☐ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☐ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

☐ For the earned income of a previously unemployed household member

☐ For increases in earned income

☐ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

☐ For household heads

☐ For other family members

☐ For transportation expenses

☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families

☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

☐ Yes for all developments

☐ Yes but only for some developments

☐ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

☐ For all developments

☐ For all general occupancy developments (not elderly or disabled or elderly only)

☐ For specified general occupancy developments

☐ For certain parts of developments; e.g., the high-rise portion

☐ For certain size units; e.g., larger bedroom sizes

☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

☐ Market comparability study

☐ Fair market rents (FMR)

☐ 95<sup>th</sup> percentile rents

☐ 75 percent of operating costs

☐ 100 percent of operating costs for general occupancy (family) developments

☐ Operating costs plus debt service

☐ The "rental value" of the unit

☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

☐ Never

- ☐ At family option
- ☐ Any time the family experiences an income increase
- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \_\_\_\_\_
- ☐ Other (list below)

g. ☐ Yes ☐ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

## **(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☐ The section 8 rent reasonableness study of comparable housing
- ☐ Survey of rents listed in local newspaper
- ☐ Survey of similar unassisted units in the neighborhood
- ☐ Other (list/describe below)

## **B. Section 8 Tenant-Based Assistance**

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- ☒ 100% of FMR
- ☐ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ Reflects market or submarket
- ☐ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☐ Success rates of assisted families
- ☒ Rent burdens of assisted families
- ☒ Other (list below): The availability of rental units in Los Alamos and the volatile nature of Los Alamos rentals.

**(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0  
☒ \$1-\$25  
☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

**5. Operations and Management**

A copy of the following had previously been submitted to HUD: Personnel Policies; Procurement Policies; Administrative Plan. The HA management organization chart is attached hereto, and the programs administered by the HA are included in the Financial Resources Section, Page 10.

**A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- ☐ An organization chart showing the PHA's management structure and organization is attached. (See Attachment Section)
- ☒ A brief description of the management structure and organization of the PHA follows:
- The Region II Housing Authority is governed by a Board of Commissioners constituted by seven members appointed by the Governor of the State of New Mexico. Each member represents one of the seven counties of the region made up of the counties of San Miguel, Mora, Taos, Colfax, Santa Fe, Los Alamos, and Rio Arriba.
- Managing the day-to-day affairs of the HA is an Executive Director who works out of the regional office in Las Vegas, NM. Assisting the director with everyday correspondence and accounting is a secretary/accountant.
- The Regional HA component divisions are four:
- 1. Section 8 Division** - Rental assistance vouchers for residents in Los Alamos County. Within the division is the Section 8 Coordinator and the FSS Coordinator.
  - 2. Low Income Tax Credit Division** - The State Mortgage Finance Authority has approved a tax credit project for the region which will construct 60 rental apartments in Las Vegas. Under the immediate supervision of the executive director the due diligence portion of the project should be completed this year and in 2001. Construction should take place in 2002.
  - 3. Self-Help Housing Division** - The HA is presently working with the Department of Agriculture Rural Services in developing a self-help housing project. The preliminary applications have been made to initiate the project and it is anticipated that the first single family units will be build in the year 2001. This division is under the direction of the Self-Help Housing Director.
  - 4. Inducement Bond Division** - The Regional HA has one power that is usually not granted or seen in most housing authorities. This is the authority to induce bonds for the construction of housing. Region II has utilized this authority only once for the rehabilitation and construction of rental apartments in Santa Fe. Under the immediate supervision of the

**B. HUD Programs Under PHA Management**

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	N/A	N/A
Section 8 Vouchers	71	11
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	NA	N/A

Special Purpose Section 8 Certificates/Vouchers (list individually)	50	11
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually)	N/A	N/A

### C. Management and Maintenance Policies

- (1) Region II Housing Policies
- (2) Section 8 Management Policies

#### 6. PHA Grievance Procedures

The procedures for Complaints and Appeals, Informal Reviews, and Informal Hearings are included in the Administrative Plan which has been sent to HUD and is available for public and family inspection at the HA Administrative Office and at the Administrative Office of the County of Los Alamos.

##### A. Public Housing

1. ☐ Yes ☐ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☐ PHA main administrative office  
☐ PHA development management offices  
☐ Other (list below)

##### B. Section 8 Tenant-Based Assistance

1. ☒ Yes ☐ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982? If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☒ PHA main administrative office  
☐ Other (list below)

#### 7. Capital Improvement Needs

Not applicable to Region II Housing

##### A. Capital Fund Activities

Not applicable to Region II Housing

#### (1) Capital Fund Program Annual Statement

Select one:

☐ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

**(2) Optional 5-Year Action Plan**

a. ☐ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

☐ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

**B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Not applicable to Region II Housing

☐ Yes ☐ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

☐ Revitalization Plan under development

☐ Revitalization Plan submitted, pending approval

☐ Revitalization Plan approved

☐ Activities pursuant to an approved Revitalization Plan underway

☐ Yes ☐ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below:

☐ Yes ☐ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

☐ Yes ☐ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

**8. Demolition and Disposition**

(Not applicable to Region II Housing)

1. ☐ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description:

☐ Yes ☐ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

**Demolition/Disposition Activity Description**

FY 2000 Annual Plan Page 22

1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

**9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

Not applicable to Region II Housing

1. ☐ Yes ☐ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)
2. Activity Description  
☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?

6. Number of units affected:  
 7. Coverage of action (select one)  
☐ Part of the development  
☐ Total development

## **10. Conversion of Public Housing to Tenant-Based Assistance**

Not applicable to Region II Housing

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1. ☐ Yes ☐ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)
2. Activity Description  
☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway	
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)	

### **B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**



**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**11. Homeownership Programs Administered by the PHA**

**A. Public Housing**

This HA has no previously approved or proposed homeownership programs to be administered under the Section 8 Program.

1. ☐ Yes ☒ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: El Creston 1b. Development (project) number: 7-5
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected:
6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

**B. Section 8 Tenant Based Assistance**

1. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants
- ☐ 26 - 50 participants
- ☐ 51 to 100 participants
- ☐ more than 100 participants

b. PHA-established eligibility criteria

- ☐ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs**

The HA has for the current year a new grant approval for a Family Self-Sufficiency Program. It is in the process of program implementation

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

- ☐ Yes ☒ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed?

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals
- ☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☐ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☐ Other (describe)

### **B. Services and programs offered to residents and participants**

#### **(1) General**

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☐ Public housing rent determination policies
- ☐ Public housing admissions policies
- ☒ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☒ Other policies (list below): The FSS Action Plan.

b. Economic and Social self-sufficiency programs

- ☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
FSS Program	15	0	-	Section 8

**(2) Family Self Sufficiency program/s**

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8	15	Projected - 15 as of 12/31/00 FSS Coordinator recently funded.

- b. ☒ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?  
If no, list steps the PHA will take below:

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by:  
(select all that apply)

- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies  
☒ Informing residents of new policy on admission and reexamination  
☒ Actively notifying residents of new policy at times in addition to admission and reexamination.  
☐ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services  
☒ Establishing a protocol for exchange of information with all appropriate TANF agencies  
☐ Other: (list below)

**D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

**13. PHA Safety and Crime Prevention Measures**

Not applicable to Region II Housing

**A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☐ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☐ Residents fearful for their safety and/or the safety of their children
- ☐ Observed lower-level crime, vandalism and/or graffiti
- ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☐ Safety and security survey of residents
- ☐ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☐ Resident reports
- ☐ PHA employee reports
- ☐ Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☐ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☐ Crime Prevention Through Environmental Design
- ☐ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

**C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☐ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☐ Police provide crime data to housing authority staff for analysis and action
- ☐ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☐ Police regularly testify in and otherwise support eviction cases
- ☐ Police regularly meet with the PHA management and residents
- ☐ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

**D. Additional information as required by PHDEP/PHDEP Plan**

Not applicable to Region II Housing

☐ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

☐ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?

☐ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

#### **14. RESERVED FOR PET POLICY**

#### **15. Civil Rights Certifications**

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations. The HA will carry out its plan in compliance with all applicable civil rights requirements and this HA will affirmatively further fair housing. It will continue to monitor and investigate complaints and will continue to require certification by all private contractors doing business with the HA that the Civil Rights laws are followed. The HA will continue to examine programs or proposed programs, identify any impediments to fair housing choice within those programs, address any impediments and work with local jurisdictions to initiate initiatives to affirmatively further fair housing that require HA involvement, and shall continue to maintain records reflecting these analyses and actions.

#### **16. Fiscal Audit**

A copy of the most recent audit has been submitted to HUD and is available for public inspection at the HA Administrative Office in Las Vegas.

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?

(If no, skip to component 17.)

2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?

3. ☐ Yes ☒ No: Were there any findings as the result of that audit?

4. ☐ Yes ☒ No: If there were any findings, do any remain unresolved?

If yes, how many unresolved findings remain? \_\_\_\_

5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?

If not, when are they due (state below)?

#### **17. PHA Asset Management**

Not applicable to Region II Housing

1. ☐ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

☐ Not applicable

☐ Private management

☐ Development-based accounting

☐ Comprehensive stock assessment

☐ Other: (list below)

3. ☐ Yes ☐ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

#### **18. Other Information**

##### **A. Resident Advisory Board Recommendations**

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s? Yes.

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

☐ Attached at Attachment (File name)

- ☒ Provided below: The goals and objectives of the HA in the Annual Plan and the 5-year Plan were discussed and summarized at the public hearing. There were many questions about the Section 8 Program and concern about how long the voucher assistance would continue. Questions were raised about the mobility of the voucher and whether there would be more vouchers approved in the future. Questions were asked about voucher assistance to Cerro Grande Survivors and what makes a person eligible for a voucher under that category. The Resident Advisory Board was concerned that the Plan stress the need for more vouchers and make it more prominent than what it was written.

The Advisor Board had many questions about the plan for a Self-Help Program. They endorsed the concept and applauded the HA for its efforts in this area, but they stated it was of no value to them in Los Alamos where there is no land available for construction. They strongly advised the HA to make stronger efforts to utilize the bonding ability of the HA to acquire the necessary land for affordable housing. In line with this, amendments to the plan have been made to stress the need to work with private as well as public sector in locating land for the construction of affordable housing. A meeting will be set up with the Los Alamos School District and also with the Congressional Delegation to research various avenues to locate land in the area.

3. In what manner did the PHA address those comments? (select all that apply)

☐ Considered comments, but determined that no changes to the PHA Plan were necessary.

☒ The PHA changed portions of the PHA Plan in response to comments

List changes below:

Under Item II, Executive Summary of the Annual Plan, Page 1, reference to the need to locate land for the construction of low and moderate income apartments is made, and on Page 7 Item C. Strategy for Addressing Needs, #4, mention is made of setting strategy to locate land in Los Alamos.

☐ Other: (list below)

**B. Description of Election process for Residents on the PHA Board**

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. ☒ Yes ☐ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

**3. Description of Resident Election Process**

a. Nomination of candidates for place on the ballot: (select all that apply)

☐ Candidates were nominated by resident and assisted family organizations

☒ Candidates could be nominated by any adult recipient of PHA assistance

☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot

☒ Other: Four recipients of Section 8 assistance present at the public hearing agreed to serve and be recognized as the initial Advisory Board.

b. Eligible candidates: (select one)

☐ Any recipient of PHA assistance

☐ Any head of household receiving PHA assistance

☒ Any adult recipient of PHA assistance

☐ Any adult member of a resident or assisted family organization

☐ Other (list)

c. Eligible voters: (select all that apply)

- ☒ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

### **C. Statement of Consistency with the Consolidated Plan**

The HA has submitted the necessary documentation to the New Mexico Mortgage Finance Authority to acquire the Determination of Public Housing Authority's Plan Consistency with the State of New Mexico Consolidated Plan 1996-2000. (See Attachments for the Certification). The MFA is now drafting a new Consolidated Plan that will be completed this year, and the HA is in compliance with the Consolidated Plan drafted in 1996

1. Consolidated Plan jurisdiction: State of New Mexico. Consolidated Plan prepared by the State Mortgage Finance Authority.
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
  - ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
  - ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
  - ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
  - ☐ Other: (list below)
4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

### **D. Other Information Required by HUD**

Use this section to provide any additional information requested by HUD.

### **Attachments**

Use this section to provide any additional attachments referenced in the Plans.



**PHA Plan  
Table Library**

**Component 7  
Capital Fund Program Annual Statement  
Parts I, II, and II**

**Annual Statement**

**Capital Fund Program (CFP) Part I: Summary**

Capital Fund Grant Number:

FFY of Grant Approval:

☒ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

**Annual Statement**

**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

**Annual Statement**  
**Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

**Optional Table for 5-Year Action Plan for Capital Fund (Component 7)**

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years				

**Optional Public Housing Asset Management Table**

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management						
Component Identification	Activity Description					
Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>